




MEMORANDUM

TO: Agency Directors and communications staff

FROM: James P. Sledge 

DATE: November 10, 2009

SUBJECT: Video production work by the Illinois Information Service

Dear Colleague:

This is to advise you of the implementation of a rate structure for video production work by the Illinois Information Service of CMS. Effective Jan. 1, 2010, there will be a fee for video work that is not related to news events. This will affect the production of training films, PSAs, marketing and documentary work. The purpose of the fee is to help cover some of the cost of upgrading our facility to comply with the FCC's mandate that all TV broadcast facilities produce and transmit video in a digital format, as opposed to analog format. The fees have been set at a rate well below the market rate, in order to ensure that IIS can continue to serve state agencies in a cost-effective manner. Until this time, IIS has only passed on the cost of out-of-pocket expenses, and has not recouped any of the cost of equipment and labor. Here are the new rates:

IIS Video Rates

Video:

Videotaping services (broadcast quality camera/audio pkg.)	\$60/hour – four hour minimum
Video editing services	\$60/hour
Studio Rental	\$200/day

If you have any questions, please call IIS Division Manager Jan Hughes at 312-814-5121 or contact Jan at jan.hughes@illinois.gov.